



The Village of Biscayne Park

600 NE 114th St., Biscayne Park, FL 33161

Telephone: 305-899-8000 Facsimile: 305 891 7241

DATE: May 11, 2018

TO: Mayor and Commissioners

FROM: Krishan Manners, Village Manager

RE: Village Update

Mayor and Commissioners:

Join us tomorrow, Saturday, May 12th for a Hurricane Preparedness Meeting at 10:00 A.M. at the Log Cabin.

- **Comprehensive Annual Financial Report (CAFR):**
The 2016 audit is expected to be completed within the next two weeks. Immediately following, we will begin the 2017 audit.
- **FINANCE:**
In addition to the information above, all payroll and payables are current. Worked on the Sanitation budget. Continuing to work with Auditors on the 2016 Audit. Work continues on preparing the 2017 books so we can begin the 2017 Audit as soon as 2016 is complete.
- **CODE:**
Officers have been entering new code cases, re-inspecting open cases for compliance, closing complied cases, filing and reviewing all open Administrative Citations, sending letters to residents for unpaid citations. Reviewing old board cases to ascertain if fines have been paid, if they've come into compliance, and ensuring they are filed in their designated locations. Sending out notices of violation for cases not in compliance. Assisting residents in person and on the phone with respect to the notices they receive or questions they have. Performing lien searches. Also, we have been working together to get the department up to speed as this will be ongoing. This week we have been working on Code Board Agenda and Case Files.

Enforcements by Category for this week:

Admin Citations Issued: 2
Closed Cases: 16
Notices to Appear: 10
Orders of Enforcement: 0
Total New Cases Opened: 24



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Report Totals for this week:

Address display – 1
Administrative citations - 2
Driveway/apron/swale – 1
Holiday lights – 1
Inoperable/abandoned - 1
Painting exterior – 3
Parking on grass - 3
Permit required – 4
Property maintenance - 1
Roof cleaning – 6
RV/trailers – 1

- **POLICE:**

Police Department's Statistics for the Period

Total Cases: 35

Total Cases by Category

Alarms: 5
Assists to Police Agencies: 5
Sick/Injured Person: 2
Suspicious Person/Vehicle: 6
Information/Non-Criminal Investigation: 9
Loud Music Complaint: 3
Vehicle Crash: 1 (NE 6th Ave & 119th St)
Dog Complaint (Barking/Lost/Found/Loose): 3
Identity Theft: 1

Significant Activity: 0

No significant criminal activity reported during this time frame.

- **PARKS & RECREATION:**

The Parks and Recreation Department ordered, received and spread Certified Playground mulch. Removed dead limbs from Fichus tree in picnic area. Met with Ball Park Maintenance to discuss field and our next steps. Worked on newsletter formatting and preparation. Weekly ground and building maintenance.

FOLLOW THE LINK TO SEE OUR IDEA FOR THE MIAMI FOUNDATIONS PUBLIC SPACE CHALLENGE

<http://www.publicspacechallenge.org/place/529584>

DO NOT FORGET TO PRESS THE LIKE BUTTON and/or leave a comment in support!!! Thank you!



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- **PUBLIC WORKS:**

Public Works staff completed their routine daily and weekly tasks. NE 6th Ave has been mowed and edged. All newly planted trees and/or plants have been watered.

Certified mulch was delivered and is being spread out amongst the Tot Lot and the playground area. Stop Bar data collection has been completed and the list of where stop bars are in need of repainting has been submitted to the County. We are currently waiting to hear back from them for next steps.

- **ADMINISTRATION:**

Manager has worked with Finance and Auditors this week providing answers and materials to the Auditors to complete the 2016 audit. Manager worked on presentation for Hurricane Preparedness meeting, submitted FDLE Grant for reimbursement. All senior staff attended internal Hurricane Season Preparation meeting. Continuing to work with H2O and FEMA regarding our FEMA reimbursement, which is at the CRC Review level. Once approved, it is sent to the State of Florida for approval and payment.

Have a great weekend!